Agenda
City of Dunnellon
20750 River Drive, Dunnellon, FL 34431
City Council Workshop Meeting
August 4, 2025, 5:30 PM

Dunnellon City Council Workshop meeting will be held on August 4, 2025, 5:30 pm.

Public Comment: Anyone who wishes to provide public comment will be able to do so by participating in the City Council Workshop meeting in person.

Supporting Documentation for Agenda items may not be ADA compliant for website posting. To obtain supporting documentation not published to the website, please contact the City Clerk's office.

Call to Order

Pledge of Allegiance

Opening Prayer/Moment of Silence
(suggested time limit: 1minute: Mayor to request if any invitee is present to open with prayer; if no invitee is present, Mayor will ask if a Dunnellon citizen will volunteer. If no volunteers, a moment of silence will be offered. If a citizen outside of Dunnellon requests to open with prayer, (s)he may do so if no invitee/citizens volunteer.)

Roll Call

Proof of Publication - The agenda was posted on the City's website and City Hall bulletin board on Monday, July 28, 2025. The agenda was amended on Tuesday, July 29th to add backup to item #6b and on August 4th to add backup to item #3a.

1. **Public Comment**

    - Kevin Shepard, Gissy RRR, CR 484 Fencing

2. **Board Reports**

3. Dunnellon Chamber and Business Association Reports

3.a August City Council Report

Documents:
City Council Report.pdf

4. **Council Agenda Items**

4.a Paid Parking Implementation and Governing Document Review - Vice-Mayor Inskeep

Documents:
Project Worksheet 7-23-2025.pdf
SafeParc Draft Management Agreement.pdf

ORD2018-08 Parking_Meters.pdf
Ordinance_ORD2022-12_Boat Ramp Launch Fees.pdf

5. **Regular Agenda Items**

5.a Bid #BID2025-03, Surplus Vehicles (backup to be provided)

5.b Variance #VAR2025-01, Application #PZ20250001

Documents:
Staff Report for Variance VAR2025-01.pdf

6. **Staff Agenda Items**

6.a Vehicle Purchase Request - Chad Ward, Public Works Manager

Documents:
Agenda Summary Purchase Request Public Works Truck.pdf

6.b Florida Department of Commerce (FDOC) Technical Assistance Grant - William Ary, Community Development Manager

Documents:
Community Planning Technical Assistance Grant.pdf

7. **Ordinances**

7.a Ordinance #ORD2025-02, Indian Cove Rezone

Documents:
Agenda Summary for Ordinance ORD2025-02 Rezone.pdf

8. **Resolutions**

8.a Resolution #RES2025-20, Salary Classification Plan

Documents:
Resolution RES2025-20 Personnel Manual Amendment_Salary Classification Plan.pdf

8.b Resolution #RES2025-22, Plat Approval

Documents:
Resolution RES2025-22 Plat Administrative Designation.pdf

8.c Resolution #RES2025-24, Surplus Public Works Vehicle

Documents:
Resolution RES2025-24 Surplus Vehicle.pdf

9. **Department Reports**

10. **Council Comments**

11. **City Attorney Comments**

12. **Public Comment**

Adjournment

Tentative Agenda for Council Meeting on Wednesday, August 13, 2025
Consent Agenda

- Approval of Minutes
- Authorize Public Works Vehicle Purchase Request
- Award Bid #BID2025-03

Regular Agenda

- Quasi-judicial Hearing - Variance #VAR2025-01, Application #PZ20250001
- Consideration of Variance #VAR2025-01, Application #PZ20250001
- Public Hearing - Ordinance #ORD2025-02, Indian Cove Rezone
- First Reading - Ordinance #ORD2025-02, Indian Cove Rezone
- Resolution #RES2025-20, Salary Classification Plan
- Resolution #RES2025-22, Plat Approval
- Resolution #RES2025-24, Surplus Public Works Vehicle

Future Meetings:

- 08/12/2025 Special Joint Planning Commission/City Council Meeting
- 08/13/2025 Special Budget Workshop
- 08/13/2025 CRA Meeting
- 08/13/2025 City Council Meeting

ANY PERSON REQUIRING A SPECIAL ACCOMMODATION AT THIS HEARING BECAUSE OF A DISABILITY OR PHYSICAL IMPAIRMENT SHOULD CONTACT THE CITY CLERK AT (352) 465-8500 AT LEAST 48 HOURS PRIOR TO THE PROCEEDING. IF A PERSON DESIRES TO APPEAL ANY DECISION WITH RESPECT TO ANY MATTER CONSIDERED AT THE ABOVE MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDING, AND FOR SUCH PURPOSE, HE OR SHE MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. THE CITY IS NOT RESPONSIBLE FOR ANY MECHANICAL FAILURE OF RECORDING EQUIPMENT.

Dunnellon Chamber & Business Association

Monthly City Council Report August 4, 2025

Presented by Julie Mancini, DCBA Interim Executive Director

Four persons have expressed their interest in assuming the executive director's position at the DCBA, and I expect that we will set up a time to interview these folks at our board meeting tomorrow.

New & Returning Members

360 Painting
ARCPoint Labs - returning
Bubby's Place Coffee Shop
Buchko's Boomtown Ranch - returning
Dunnellon Pharmacy - returning
Dunnellon Septic
Fix My Business Now
Golf Central Golf Club - returning
Loyal Order of the Moose - returning
Princess Portable Toilets
Triton Construction

Chamber & Member Events:

We have two ribbon cuttings scheduled on July 8 at noon at the chamber office for Rivers 2 Ranches Real Estate, and July 29 at noon at the chamber office for D&D Epoxy Flooring & Creations.

Our last dinner mixer on July 22 was held at and catered by the Golf Central Golf Club. 40 people registered to attend, and two new members joined during the dinner. Gift baskets/prizes were donated by

Ace Handyman Services

Al’s TV, Antenna & Satellite

Brannen Bank

Citrus County Life Magazine

Kelly’s Auto Repair & Service

Rainbow Springs Art in Dunnellon

T-Mobile of Williston

We have our next networking dinner mixer at Holy Faith Episcopal Church on August 26 at 5:30. Dunnellon Coffee Co. will be catering. Seats are still available.

I would like to encourage you to check out our website, discoverdunnellon.com and scroll down to find the local events, which can be submitted to the site by anyone, not just members. Some of our members whose events are highlighted on Discover Dunnellon include Cheers, Juliette Falls and Rainbow Springs Art.

8/12 at 4 Ribbon Cutting at Pro-Tech Termite & Pest Control at their office in Crystal River

8/19 at Noon Ribbon Cutting at Majestic Nails at their location across from the Chamber office

8/26 at Noon Ribbon Cutting for Tupperware Tara Ballantyne at the DCBA office

8/26 Dinner Mixer

9/9 at Noon Ribbon Cutting at Bubby’s Place Coffee Shop in Hernando

9/23 at 5:30 Networking dinner mixer at Don Pepe’s

9/27 Golf tournament at Golf Central Golf Club

10/3 5:30 Business after Hours at Fawn Scott Insurance Solutions

10/11 5-10pm Two Rivers Music Festival and Food Truck Rally

10/27 at 5:30 Networking dinner mixer at Paige's Root Beer

10/31 Trunk or Treat at Rainbow Springs Art

11/1 Grand Opening at Rainbow Springs Art

12/3 at 5:30 Business after Hours at Keller Williams Cornerstone Realty

12/6 at 6 Dunnellon Small Town Christmas Parade

We are always looking for volunteers for both in the office and for our events, and sponsors for our events, and we would like to encourage anyone who is interested in doing either to contact us. We especially need office volunteers for Tuesdays and Fridays from 12-3.

CITY OF DUNNELLON PROJECT WORKSHEET

7/24/2025

DEPARTMENT: Public Works

PROJECT NAME: **City of Dunnellon boat launch and parking program**

1.0 PROJECT OBJECTIVES

1.1 Obtain revenue to support boat launch and parking lot expenses

2.0 Budget

Total estimated project cost (See Attachment-A for details)

2.1 8,780

Funding Source

2.2 TIF/CRA

Amount in the budget for the project

2.3 Not budgeted, propose coming from TIF/CRA reserve

3.0 SCOPE OF PROJECT

Major activities beginning with presentation of project for approval, prerequisites prior to implementation (permits, engineering, order parts, utility locates, etc.), implementation and close out of project

3.1 Present project details to City Council

3.2 Vendor contract approval process

3.3 Modify City Parking and boat launch ordinances (NO. 2022 - 12 & ORD2018 - 08) to adjust fine amounts and revenue use (add may be used for park operational expenses)

3.4 Fabricate, install signage & install parking stops in over flow lot (PW's)

3.5 Re-stripe over flow parking lot (Grizzly)

3.6 Install the necessary hardware and infastructure to enable data collection and enforcement (SafeParc)

4.0 SCHEDULE

Describe the schedule durations for the overall project and major activities

4.1 Present project details to City Council - 8/4/2025

4.2 Vendor contract approval process - Complete 8/13/2025

4.3 Modify City Parking and boat launch ordinances (NO. 2022 - 12 & ORD2018 - 08) - Complete 8-13-2025 - Final adoption 9/10/2025

4.4 Fabricate, install signage & install parking stops in over flow lot (PW's) - Complete 9/12/2025

4.5 Re-stripe over flow parking lot - Complete 9/12/2025

4.6 Install the necessary hardware and infastructure to enable data collection and enforcement - Complete 9/12/2025

5.0 REQUIRED PERSONNEL

City Departments, Name and Position

5.1 City Clerk office: Mandy

Public Works: Chad

Finance office: Schonna

Police: Chief Bray

Legal Council: Attorney Hand

County Departments, Name and Position

5.2 NA

State Departments, Name and Position

5.3 NA

Contractors and/or Vendors

5.4 SafeParc - Jonathan

Custom Glass - Sign maker

Grizzly - Re-stripe over flow parking lot

Utilities

5.5 NA

6.0 EQUIPMENT/MATERIAL

City owned equipment required

6.1 Tooling to install signs & parking stops

Specialized equipment required

6.2 City - None

SafeParc - to provide all equipment (except signage installation) to install the necessary hardware and infastructure to enable data collection and enforcement

Grizzly - to provide all equipment to re-stripe over flow parking lot

City provided material required

6.3 Signage (signs, posts & hardware) & rebar for parking stops

Contractor/Vendor material required

6.4 SafeParc to provide all material, (necessary hardware and infastructure) to enable data collection and enforcement (except signage)

Grizzly - to provide all material to re-stripe over flow parking lot & provide parking stops

7.0 PERMITS

City Permits - Responsible Department

7.1 No permits required

County Permits - Responsible Department

7.2 No permits required

State Permits - Responsible Department

7.3 No permits required

Utility Permits - Responsible Department

7.4 No permits required

CITY OF DUNNELLON PROJECT WORKSHEET ATTACHMENT-A

DEPARTMENT: Public Works

PROJECT NAME: **City of Dunnellon boat launch and parking program**

1.0 City Cost

1.1 City personnel

City Clerk office: Mandy - 5 Hours - modify ordinances, move agreements through processes

Public Works: Chad - 90 Hours(3 days x 3 people) - Fabricate and install signage & install over flow lot parking stops, manage contractors during installation

Finance office: Schonna - 1 hr/mo - Create & input account receivables, journal entries & bank reconciliation

Police: Chief Bray - 1 hr/wk - Daily administration (validations)

Planning & Development: Will, Zero hours

Legal Council: Attorney Hand = $575 - 3 Hours - modify ordinances, move agreements through processes

1.2 Material

Signage (35 signs =2340, 35 posts =1925 & hardware =100) = $4365

1.3 Permits

None required = Zero cost

1.4 Contingency Fund

None required = Zero cost

Total City Cost = $4940

Material = $4365

Legal = $575

Initial mn/hrs = 95 (CH, PW's)

On going mn/hrs = 5 hrs/mo (finance & PD)

2.0 Contractor Cost

2.1 Engineering

None required = Zero cost

2.2 Permits

None required = Zero cost

2.3 Material

SafeParc = Zero cost - Provided by contractor. Included in bid price

Grizzly = Zero cost - Provided by contractor. Included in bid price

2.4 Construction

SafeParc = Zero cost

Grizzly = $3840

Total Contractor Cost = $3840

$3,840

3.0 Total Project Cost

3.1 Capital

3.2	Expense (Non-Capital)
3.3	TIF/CRA
	8,780
3.3	**Total Project Cost**
	8,780

50-50 Revenue Split Offer With "NO" Required City Expense To Safparc
"Fewer Launches Per Month Version"

Launch Fees	**Price**	April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	Annual Totals
Days/Month		30	31	30	31	31	30	31	30	31	31	28	31	
Resident	$ 10	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Nonresident	$ 10	$ 2,700	$ 2,790	$ 5,100	$ 5,270	$ 5,270	$ 5,100	$ 2,790	$ 1,500	$ 1,550	$ 1,550	$ 1,400	$ 2,790	$ 37,810
														$ 37,810
Resident/day launches		0	0	0	0	0	0	0	0	0	0	0	0	
Nonresident/day launches		9	9	17	17	17	17	9	5	5	5	5	9	
Total per day launches		9	9	17	17	17	17	9	5	5	5	5	9	
Resident/Mo launches		0	0	0	0	0	0	0	0	0	0	0	0	0
Nonresident/Mo launches		270	279	510	527	527	510	279	150	155	155	140	279	3781
Total per month launches		270	279	510	527	527	510	279	150	155	155	140	279	3781
Total annual launch revenue	$ 37,810													
Annual Fifty percent Split to SafeParc for launch	$ 18,905													
City annual net revenue for Boat launch	$ 18,905													
Trailer Parking Fees		April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	Annual Totals
Days/Month		30	31	30	31	31	30	31	30	31	31	28	31	
Resident	$ 10	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Nonresident	$ 10	$ 2,700	$ 2,790	$ 5,100	$ 5,270	$ 5,270	$ 5,100	$ 2,790	$ 1,500	$ 1,550	$ 1,550	$ 1,400	$ 2,790	$ 37,810
														$ 37,810
Resident/day trailer parking		0	0	0	0	0	0	0	0	0	0	0	0	
Nonresident/day trailer parking		9	9	17	17	17	17	9	5	5	5	5	9	
Total per day trailer parking		9	9	17	17	17	17	9	5	5	5	5	9	
Resident/Mo trailer parking		0	0	0	0	0	0	0	0	0	0	0	0	0
Nonresident/Mo trailer parking		270	279	510	527	527	510	279	150	155	155	140	279	3781
Total per month trailer parking		270	279	510	527	527	510	279	150	155	155	140	279	3781
Total annual trailer parking revenue	$ 37,810													
Annual Fifty percent Split to SafeParc for trailer parking	$ 18,905													
City annual net revenue for trailer parking	$ 18,905													

50-50 Revenue Split Offer With "NO" Required City Expense To Safparc
"Fewer Launches Per Month Version"

NON-Trailer Parking Fees		April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	Annual Totals
Days/Month		30	31	30	31	31	30	31	30	31	31	28	31	
Resident	$ 5	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Nonresident	$ 5	$ 1,350	$ 1,395	$ 2,550	$ 2,635	$ 2,635	$ 2,550	$ 1,395	$ 750	$ 775	$ 775	$ 700	$ 1,395	$ 18,905
														$ 18,905
Resident/day NON- trailer parking		0	0	0	0	0	0	0	0	0	0	0	0	
Nonresident/day NON- trailer parking		9	9	17	17	17	17	9	5	5	5	5	9	
Total per day NON- trailer parking		9	9	17	17	17	17	9	5	5	5	5	9	
Resident/Mo NON- trailer parking		0	0	0	0	0	0	0	0	0	0	0	0	0
Nonresident/Mo NON- trailer parking		270	279	510	527	527	510	279	150	155	155	140	279	3781
Total per month NON- trailer parking		270	279	510	527	527	510	279	150	155	155	140	279	3781
Total annual NON- trailer parking revenue	$ 18,905													
Annual Fifty percent Split to SafeParc for NON- trailer parking	$ 9,453													
City annual net revenue for NON- trailer parking	$ 9,453													
Annual Passes		**Quantity**	**Revenue**											
Resident launch and trailer parking annual pass	$ 25	25	$ 625											
Non-Resident launch and trailer parking annual pass	$ 150	10	$ 1,500											
Commercial launch annual pass	$ 500	0	$ -											
Total resident annual pass revenue	$ 625													
Total Non-resident annual pass revenue	$ 1,500													
Total annual pass revenue	$ 2,125													
Annual Fifty percent Split to Safeparc for annual passes	$ 1,063													
City annual net revenue for annual passes	$ 1,063													
Annual Totals	**Annual Totals**													
Total annual revenue	$ 96,650													

Total Safe parc annual revenue	$ 48,325													
Total **City** annual revenue	$ 48,325													
Note: there are "33" total public trailer parking spots														
Note: there are "25" trailer parking spots at the ramp														
Note: there are "8" trailer parking spots at the overflow lot														
Note: there are "25" NON-trailer public parking spots at City Hall														
Note: there are "10" NON-trailer public parking spots at the over flow lot														
Total City "one time" upfront expense?	$8,780													
Ongoing costs = 5 hrs/mo (finance & PD)														

PARKING MANAGEMENT AGREEMENT

This Parking Management Agreement ("Agreement") is made effective as of **June 6, 2025** (the "Effective Date") by and between **SafeParc LLC**, a Georgia limited liability company authorized to operate in the State of Florida ("Manager"), and the **City of Dunnellon**, a Florida municipal corporation ("Client").

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1. Parking Facilities Managed:
Manager shall manage parking operations at the following locations:

- **Boat Launch Lot** located at 20750 River Dr, Dunnellon, FL 34431 (**50 spaces**)
- **Overflow Lot** located at 12050 S Ohio St, Dunnellon, FL 34431 (**28 spaces**)

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2. Term and Termination:
2.1 The term of this Agreement shall be for five (5) years commencing on the Effective Date and ending on the fifth anniversary thereof (the "Initial Term"). The Agreement shall automatically renew for successive one (1) year terms (each a "Renewal Term") unless either party provides written notice of its intent not to renew at least ninety (90) days prior to the expiration of the then-current term.

2.2 Either party may terminate this Agreement only for material breach, subject to a cure period. If one party gives written notice to the other party describing a material default, and such default is not cured within sixty (60) days after notice, the non-breaching party may terminate this Agreement by providing one hundred twenty (120) days written notice thereafter. Termination for convenience is not permitted.

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3. Services Provided by Manager:
Manager shall:

- Provide operational oversight of the parking facilities.
- Implement and maintain signage, online and mobile payment systems.
- Configure and operate virtual permit systems and automated reporting.

- Provide support for enforcement and citation processing systems.
- Offer live customer support and violation resolution services.
- Assist in validation program creation for the Client and its tenants.
- Provide a mobile parking platform for customer payment.
- Utilize third-party technology providers, including ParkDNA, to fulfill various components of this agreement such as payment processing, enforcement automation, LPR integrations, and data reporting. All fees collected via these systems shall be retained by the designated technology provider.

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4. Management Fee & Revenue Sharing:
4.1 Manager shall retain fifty percent (50%) of the **Gross Revenue** from the Parking Facilities and remit the remaining fifty percent (50%) to Client on a monthly basis by the 20th of the following operating month.

4.2 Manager shall collect all gross parking revenue on behalf of the Client and provide detailed revenue and expense statements with each monthly remittance by the 20th of the following operating month.

4.3 Manager shall retain the following direct customer fees to cover services rendered:

- **Transaction Fee**: Retained from each transaction by the technology provider.
- **Violation Notice Mailing Fee**: $5.00 per violation mailed, retained by the technology provider.
- **Validation Fee**: Paid by validation provider, retained by the technology provider.
- **Convenience Fee**: Paid by customers for credit card processing or online payments, retained by the technology provider.

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5. Taxes:
Manager shall be responsible for the collection of all applicable state and local taxes associated with parking transactions. Manager shall ensure that any such taxes are included in the amounts

charged to customers and shall remit these taxes to the Client to remit them to the appropriate governmental authorities in compliance with all applicable laws and regulations.

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6. Signage and Equipment:
Manager shall provide and maintain the necessary operational technology (e.g., mobile platforms, virtual permit access, enforcement tracking). Client shall be responsible for all costs associated with signage, including design, printing, and installation. If requested, Manager may cover these signage-related costs upfront on behalf of the Client and deduct the total amount from the Client's share of monthly parking revenues until fully repaid. Manager will assist and coordinate with the Client throughout the signage process to ensure proper design, branding, and installation. Client shall also be responsible for any additional enforcement equipment or physical hardware outside the approved operational scope.

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7. Enforcement and Violation Management:
Manager shall provide a turnkey enforcement system. Notices will be issued according to a consistent escalation timeline. Manager shall have authority to send unpaid citations to collections on behalf of the Client following a 90-day window. Client shall retain access to view, void, or appeal notices directly through the portal.

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8. Indemnification:
To the fullest extent permitted by law, each party agrees to defend, indemnify, and hold harmless the other party and its affiliates, officers, directors, and employees from and against any third-party claims, damages, liabilities, costs, and expenses (including reasonable attorney's fees) arising out of or relating to its gross negligence, willful misconduct, or material breach of this Agreement.

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9. Insurance:
Each party shall maintain at its sole expense Commercial General Liability Insurance in an amount not less than $1,000,000 per occurrence and $2,000,000 aggregate. Upon request, each party shall provide the other with proof of such insurance.

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10. Confidentiality:
Each party shall keep the terms of this Agreement and any non-public information received

from the other party confidential and shall not disclose such information to any third party except as required by law or with prior written consent.

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11. Data Ownership and Access:
All parking and customer data collected during the term of this Agreement shall be the property of Manager.

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12. Governing Law and Dispute Resolution:
This Agreement shall be governed by the laws of the State of Florida. Any disputes arising out of or related to this Agreement shall be resolved through good faith negotiation. If such negotiation fails, the parties agree to submit the matter to non-binding mediation prior to pursuing legal remedies.

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13. Notices:
All notices under this Agreement shall be in writing and delivered via email with confirmation or by certified mail, return receipt requested, to the parties at the addresses set forth below or such other address as either party may designate in writing.

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14. Assignment:
Manager may assign this Agreement in whole or in part, including as part of a sale of assets, merger, or change in control. Client may not assign this Agreement without Manager's prior written consent, except to a successor-in-interest in the event of a merger, acquisition, or sale of substantially all of Client's assets.

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15. Force Majeure:
Neither party shall be liable for any delay or failure to perform its obligations under this Agreement if such delay or failure results from causes beyond its reasonable control, including acts of God, fire, flood, terrorism, labor disputes, governmental action, or any other unforeseen event beyond the reasonable control of the affected party.

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16. Compliance with Laws:
Each party shall comply with all applicable federal, state, and local laws, regulations, and ordinances in the performance of its obligations under this Agreement.

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17. Client Cooperation:
Client agrees to cooperate with Manager in good faith and provide timely access to the facilities, data, personnel, and resources reasonably necessary to enable Manager to perform its duties.

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18. Public Records Compliance:
Manager acknowledges that Client is a public agency subject to Chapter 119, Florida Statutes, and that records related to this Agreement may be subject to public disclosure.

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19. Non-Discrimination:
Manager shall not discriminate against any individual based on race, color, religion, sex, national origin, age, disability, or other protected status in the performance of services under this Agreement.

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20. Independent Contractor:
Nothing in this Agreement shall be construed to create a partnership, joint venture, or agency relationship between the parties. Manager is and shall remain an independent contractor.

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21. Electronic Signatures:
This Agreement may be executed in counterparts and via electronic signature, which shall be deemed to have the same legal effect as an original signature.

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22. Entire Agreement:
This Agreement represents the entire understanding between the parties and supersedes all prior proposals, communications, or agreements regarding the subject matter. Any amendment must be in writing and signed by both parties. No waiver of any provision shall be deemed a waiver of any other provision. If any provision is held unenforceable, the remaining provisions shall remain in full force.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Effective Date.

SafeParc LLC
By: _____
Name: Jonathan Lee
Title: Chief Operations Officer
Date: _____

City of Dunnellon
By: _____
Name: _____
Title: _____
Date: _____

MASTER

ORDINANCE #ORD2018-08

AN ORDINANCE OF THE CITY OF DUNNELLON, FLORIDA, UPDATING REQUIREMENTS PERTAINING TO PARKING; AUTHORIZING PLACEMENT OF PARKING METERS; CREATING REQUIREMENTS REGARDING PARKING METER DEPOSITS; ESTABLISHING PARKING METER VIOLATIONS AND PROVIDING PENALTIES FOR SAME; PROVIDING FOR SEVERABILITY AND CODIFICATION; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Dunnellon believes that it is in the best interest of the City to update its parking regulations; and

WHEREAS, the City Council of the City of Dunnellon believes that it is in the best interest of the City to implement a system for parking meters within the City.

LESIGLATIVE UNDERSCORING: Underlined words constitute additions to the City of Dunnellon City Code, ~~strikethrough~~ constitutes deletions from the original, and asterisks (***) indicate an omission from the existing text which is intended to remain unchanged.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Dunnellon, Florida, as follows:

SECTION 1. The above recitals (Whereas clauses) are hereby adopted as legislative findings, purpose and intent of the City Council.

SECTION 2. Chapter 66, Article II, Division 1 of the City of Dunnellon Code of Ordinances is hereby amended as follows:

DIVISION 1. - GENERALLY

Sec. 66-31. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

***

Parking meter means and includes any mechanical device, meter, or timed parking system not inconsistent with this section, placed or erected for the regulation of parking by the authority of this chapter. Each parking meter, device or timed parking system shall indicate by proper legend, the legal parking time established by the city; and when in operation, shall at all times indicate the balance or amount of legal parking time, and at the expiration of such metered period shall indicate illegal or overtime parking.

Parking meter space means any space within the parking meter zone adjacent to a parking meter, device, or within a timed parking system zone, and which is duly designed for the parking of a single vehicle by lines painted or otherwise durably marked on the curb or on the surface of the street adjacent to or adjoining the parking meters.

Parking meter zone means and includes any street, portions thereof, parking area or lot, upon which parking meters, devices, or timed parking systems are installed, or parking is regulated, which is in operation for the parking of vehicles for a limited time, subject to compliance with regulations.

Sec. 66-32. - State statutes adopted.

The provisions of F.S. §§ 316.1945, 316.195, 316.1951, 316.1955, ~~316.1956,~~ 316.1957, 316.1958, 316.1959, 316.1965, 316.1967, 316.1974, and 316.1975, as such statutes pertain to parking violations, are hereby adopted and incorporated in this article by reference. Any violation of these statutes is considered as a violation of this chapter.

Sec. 66-33. - Establishment of parking zones.

The city may approve~~, upon recommendation of the chief of police,~~ parking zones and parking meter zones regulating the place and duration of parking on parking areas, lots, streets, and rights-of-way of the city. ~~within the corporate limits of the city.~~

Sec. 66-34. - Parking prohibited on certain areas, lots, streets, or rights-of-way.

When signs are erected giving notice thereof, no person shall at any time park a vehicle upon any so designated and posted parking area, lot, street or ~~parts of the street~~ right-of-way of the city. ~~within the city~~.

Sec. 66-35. - Parking prohibited on one side of certain streets and/or rights-of-way.

When signs are erected giving notice thereof, no person shall at any time park a vehicle on the prohibited side of any so designated and posted street and/or right-of-way of the city.

Sec. 66-36. - Parking prohibited during certain hours ~~on certain streets~~.

When signs are erected giving notice thereof, no person shall park a vehicle between the hours specified upon any ~~of the~~ so posted or designated parking area, lot, streets, or right-of-way of the city.

~~Sec. 66-37. - Parking time limited in metered zones.~~

~~When parking meters are erected giving notice thereof, no person shall stop, stand or park a vehicle for longer than the period of time designated by such parking meters upon any of the streets or parts of streets as may be authorized by motion of the city council.~~

Sec. 66-38. - Parking in restricted zone; parking for certain purposes prohibited.

(a) No person shall stop, stand or park a vehicle for any purpose or length of time in any restricted parking zone other than for the purpose for which parking in such zone is restricted, except that a driver of a passenger vehicle may stop temporarily in such a zone for the purpose of and while actually engaged in the loading or unloading of passengers when such stopping does not interfere with any vehicle which is waiting to enter or about to enter the zone for the purpose of parking in accordance with the purpose for which parking is restricted.

(b) No person shall park a vehicle upon any parking area, lot, street, or ~~the~~ right-of- way ~~thereof~~ of the city, for the principal purpose of:

(1) Displaying a vehicle for sale.

(2) Washing, greasing or repairing the vehicle, except repairs necessitated by an emergency.

(3) Displaying advertising.

(4) Selling merchandise from the vehicle, except in a duly established marketplace or when so authorized or licensed under this Code or any other city ordinance.

(5) Storage or as junk or dead storage for more than 24 hours.

(6) Soliciting orders for or from which goods, wares, merchandise, fruits, plants, trees or palms are to be sold directly to the customer; however, this subsection shall not apply to vehicles of dealers in produce or other edibles, or dealers in wood, coal, or ice, where the vehicles are parked temporarily for the purpose of soliciting orders from, or sale to, the occupants of the immediate premises only.

Sec. 66-39. - Placement of parking meters, devices or timed parking systems.

The marking off of individual parking spaces in the parking meter zone, and the installation of parking meters, devices or timed parking systems for such spaces, is hereby authorized, ratified, and confirmed. The placement of parking meters shall be in accordance with applicable city ordinances and/or resolutions.

Sec. 66-40. – Parking meter deposit required; exceptions.

Except in a period of emergency determined by an officer of the police or fire department, or in compliance with the direction of a police officer, police aide or traffic control sign or signal, when any vehicle shall be parked in any parking meter space alongside or next to which a parking meter or device is located or within a designated area controlled by a timed parking system, the operator of such vehicle, shall, upon entering said parking meter space, immediately deposit or cause to be deposited such proper payment as is required for said parking meter and as is designated by proper direction on the parking meter, device or timed parking system; and when required by the directions on the meter, device or timed parking system, the operator of such vehicle, after the deposit of the proper payment means as posted on the timed parking system meter or device, shall also set in operation the timing mechanism on such parking meter,

device or timed parking system in accordance with directions properly appearing thereon; and failure to deposit such payment as posted, and to set the timing mechanism in operation when so required, shall constitute a violation of this section. Upon the deposit of such payment posted (and the setting of the timing mechanism in operation, when so required) the designated parking meter space may be lawfully occupied by such vehicle during the period of time which has been prescribed for the part of the street in which said parking meter space is located; provided, that any person placing a vehicle in a parking meter space adjacent to a meter which indicates that unused time has been left in the meter by the previous occupant of the space shall not be required to deposit payment as posted so long as occupancy of said parking meter space does not exceed the indicated unused parking time. If said vehicle shall remain parked in any such parking meter space beyond the parking time limit set for such parking meter space, and if the parking meter, device or receipt from a timed parking system shall indicate such illegal parking, then, and in that event, such vehicle shall be considered as parking overtime and beyond the period of legal parking time; and such parking shall be deemed a violation of this section.

Sec. 66-41. - Cost; Charges by parking meter zones, acceptable currency.

(a) The cost of parking or standing a vehicle in a parking meter space located in a parking meter zone shall be established by resolution;

(b) Parking meter zones and parking requirements, including the cost of parking, within the zones, shall be established by resolution;

(c) The only currency which the meters accept are those of the United States.

Sec. 66-42. - Parking meter violations.

It shall be unlawful and a violation of the provisions of this section for any person:

(a) To cause, allow, permit, or suffer any vehicle registered in his/her name or under his/her control to remain or be placed in any parking meter space controlled by any parking meter, device or timed parking system while said meter, device or timed parking system is displaying a signal or a time-stamped receipt indicating that the vehicle occupying such parking space has already been parked beyond the period prescribed for such parking space;

(b) To cause, allow, permit or suffer any vehicle registered in his/her name or under his/her control to be parked across any line or marking of a parking meter space or in such a position that the vehicle shall not be entirely within the area designated by such lines or markings;

(c) To deface, injure, tamper with, open, break, destroy or impair the usefulness of any parking meter, device or timed parking system installed under the provisions of this section;

(d) To deposit, or cause to be deposited, in any parking meter, device or timed parking system, any slugs, device or metal substance, or other substitute for lawful currency.

SECTION 2. Chapter 66, Article II, Division 2 of the City of Dunnellon Code of Ordinances is hereby amended as follows:

***

Sec. 66-62. - Schedule of fines.

The following fines apply for the violations listed:

(1) Overtime parking. The fine for parking overtime shall be $50.00.

(2) Parking in fire zone. The fine for parking in an area designated as a fire zone shall be $200.00.

(3) Parking in a no parking zone. The fine for parking in a no parking zone shall be $50.00.

(4) Improper parking. The fine for improper parking shall be $50.00.

(5) Parking meter violations. The fine for violations of 66-42(a), (b) of this article shall be $50.00. The fine for violations of 66-42(c), (d) of this article shall be $500.00.

~~(5)~~ (6) Other violations. The fine for any other violation of this article or provisions of the Florida Statutes pertaining to parking shall be $50.00.

~~(6)~~ (7) Leaving vehicle with keys in ignition. The fine for leaving a parked vehicle while the keys remain in the ignition shall be $35.00.

~~(7)~~ (8) Parking in space reserved for handicapped or disabled persons.

a. The fine for parking in a handicapped zone without a permit shall be $250.00.

b. If a citation is issued to a person legally entitled to park in a designated handicapped zone, the fine shall be ~~reduced to $10.00~~ waived upon presentation of proof of a disabled parking permit at the police department.

***

SECTION 3. Severability. The provisions of this Ordinance are declared to be severable, and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

SECTION 4. Inclusion in the Code. It is the intention of the City Council, and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the Code of the City of Dunnellon; that the Sections of this Ordinance may be renumbered or relettered to accomplish such intentions; and that the word "Ordinance" shall be changed to "Section" or other appropriate word.

SECTION 5. Repeal of Inconsistent Ordinances. Any Ordinance in conflict with this Ordinance is hereby repealed.

SECTION 6. Effective Date. This Ordinance shall be effective immediately upon adoption at the second public hearing.

Upon motion duly made and carried, the foregoing Ordinance was approved upon the first reading on the 11th day of June, 2018.

Upon motion duly made and carried, the foregoing Ordinance was approved and passed upon the second and final reading and public hearing on the 23rd day of July, 2018.

Ordinance Posted on the City's website on June 12, 2018. Public hearing advertised on the City's website on June 28, 2018 and advertised in the Riverland News on July 12, 2018.

ATTEST: 7/23/18
Amanda Roberts
City Clerk

CITY OF DUNNELLON
Walter Green, Mayor

Approved as to Form and Legal Sufficiency:

Andrew J. Hand, City Attorney

CERTIFICATE OF POSTING

I HEREBY CERTIFY that copies of the foregoing Ordinance were posted at City Hall, the Chamber of Commerce, and the Dunnellon Library, in the City of Dunnellon, Florida, this 12th day of June, 2018 and on the City's Official Website the 12th day of June, 2018.

Amanda L. Roberts, City Clerk

MASTER

RESOLUTION #RES2018-18

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNNELLON, FLORIDA, ADOPTING A CITY PARKING FACILITY FEE SCHEDULE: PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the City of Dunnellon, Florida provides public parking facilities in certain areas within the City Limits; and

WHEREAS, the City has experienced overcrowding within these public parking facilities which is in part attributable to a small number of private entities at the expense of other users and the general public; and

WHEREAS, City Council has determined that implementation of metered paid parking will help to address issues related to such overcrowding; and

WHEREAS, the City incurs significant costs in the maintenance and provision of public parking facilities; and

WHEREAS, the City has the responsibility to operate its parking facilities in a fiscally sound manner; and

WHEREAS, the City Council has determined that fiscally sound operation can be accomplished through metered paid parking within the public parking facilities specified herein; and

WHEREAS, the City Council has determined that implementation of metered paid parking will support the City's financial efforts to create more public parking facilities in order to accommodate new growth and to support law enforcement efforts; and

WHEREAS, Ordinance #ORD2018-08 directs that parking meter zones and parking requirements, including the cost of parking within the zones, shall be established by resolution; and

WHEREAS, the City Council has determined that is in the best interest of the health, safety, and welfare of the citizens of the City to require paid parking within the parking meter zones specified within this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUNNELLON, FLORIDA AS FOLLOWS:

SECTION 1. The "WHEREAS" clauses above are hereby incorporated herein as legislative findings.

SECTION 2. The City of Dunnellon hereby implements the following paid parking rates to be collected via parking meters within the parking meter zones specified below:

- City Hall Parking Lot (West Side)*

  One Dollar ($1.00) per hour with a two (2) hour minimum. This parking rate shall be applicable twenty-four (24) hours per day, seven (7) days per week.

  Meeting/Special Event parking passes can be obtained from the City Hall receptionist for parking related to City business as needed on a per day basis at no charge.

  * A map showing the boundaries of same is attached hereto as Exhibit "A."

- City Hall Overflow Parking Lot (Datesman Ave.)**
  One Dollar ($1.00) per hour with a two (2) hour minimum. This parking rate shall be applicable twenty-four (24) hours per day, seven (7) days per week.

  ** A map showing the boundaries of same is attached hereto as Exhibit "B."

- City Beach Parking Lot***
  One Dollar ($1.00) per hour. This parking rate shall be applicable twenty-four (24) hours per day, seven (7) days per week.

  *** A map showing the boundaries of same is attached hereto as Exhibit "C."

SECTION 3. Exemptions/Exceptions/Policies.

a) A vehicle displaying a disabled parking permit or license plate is exempt from the metered parking fee. F.S. 316.1964(1).

b) The exceptions specified in Ordinance #ORD2018-08 shall apply.

c) The City may adopt policies relating to parking, including, but not limited to exemptions for City meetings and exemptions/parking passes for members of the public, city employees, and City Council/boardmembers when conducting business at City Hall.

SECTION4. Conflicts. All resolutions and parts of resolution in conflict with this resolution are hereby repealed.

SECTION 5. Severability. If any portion of the Resolution shall be declared unconstitutional or if the applicability of this Resolution or any portion thereof to any person or circumstances shall be held invalid, the validity of the remainder of this Resolution and the applicability of this Resolution, or any portion thereof to other persons or circumstances, shall not be affected thereby.

SECTION 6. Effective Date. This Resolution shall become effective upon execution. Notwithstanding the effective date of this Resolution, parking fees will not be collected until such date that parking meters and associated signage are installed within the parking facilities designated herein.

Upon motion duly made and carried, the foregoing Resolution was accepted by the City Council of the City of Dunnellon this 23rd day of July, 2018.

ATTEST:

AMANDA ROBERTS, CMC 7/23/18
CITY CLERK

CITY OF DUNNELLON, FLORIDA

WALTER GREEN, MAYOR

Approved as to form and legality:

Andrew J. Hand, City Attorney

RES2018-18 First Draft
Council Workshop July 18, 2018

MASTER

ORDINANCE NO. 2022-12

AN ORDINANCE OF THE CITY OF DUNNELLON PROVIDING FOR THE ESTABLISHMENT OF CENTENNIAL PARK BOAT RAMP LAUNCH FEES; PROVIDING THAT THE AMOUNT OF THE LAUNCH FEES BE SET BY RESOLUTION; PROVIDING FOR PENALTIES AND ENFORCEMENT; PROVIDING FOR THE USE OF REVENUE GENERATED FROM THE FEES; PROVIDING FOR CONFLICTS, CODIFICATION, SEVERABILITY, AND EFFECTIVE DATE.

WHEREAS, Chapter 166, *Florida Statutes*, vests the City of Dunnellon with the police and regulatory powers to impose user fees for certain municipal services; and

WHEREAS, it is the intent of the City Council to promote, protect and improve the health, safety, and welfare of the citizens of Dunnellon, Florida; and

WHEREAS, the City Council finds that it is in the best interest of the public health, safety, and welfare to assess a fee for the launching of watercraft from the Centennial Park Boat Ramp.

NOW THEREFORE BE IT ORDAINED BY THE CITY OF DUNNELLON, FLORIDA AS FOLLOWS:

SECTION 1: The " whereas" clauses cited herein are the legislative findings of the City Council.

SECTION 2: Chapter 46 – Parks and Recreation, Article IV – 'Centennial Park Boat Ramp' is hereby created as follows:

Article IV. Centennial Park Boat Ramp Launch Fees

Sec. 46-101. Definitions

a) *'Launch Fees'* are the daily or annual fee charged for the launching of watercraft at the Centennial Park Boat Ramp.

b) *'Permit'* is the annual permit issued by the City evidencing payment of the required annual fee for the launching of a watercraft at the Centennial Park Boat Ramp.

c) *'Watercraft'* are any and all kinds or types of flotation vessels designated for use on the water whether or not motorized including, but not limited to, boats, canoes, kayaks, personal watercraft (such as jet skis), inflatable watercraft, and paddleboards.

Sec. 46-102. Imposition of Launch Fees.

a) Any person launching a watercraft at the Centennial Park Boat Ramp shall pay a launch fee, the amount of which shall be set by resolution of the City Council.

b) Annual permits may be purchased from the City of Dunnellon. Annual permits shall be displayed on the permit holder's vehicle or as may be otherwise directed by the City.

c) The amount of the launch fee may be changed by resolution of the City Council.

d) Launch fees may be waived for special events by resolution of the City Council.

Sec. 46-103. – Penalties - Fine schedule for violations.

a) Violations of the provisions of this Article, or failure to comply with any of the requirements as stated, shall constitute a civil municipal code violation.

b) Any person who violates this chapter or fails to comply with any of its provisions shall be issued a civil municipal code violation ticket by the City of Dunnellon Police Department or by a City Code Enforcement Officer. The citation may be served by personal delivery, by first class mail or by affixing the citation to the vehicle, watercraft, or trailer.

c) Contents of civil municipal code violation ticket. The ticket shall specifically describe the following:

(1) Specify the nature of the violation and cite to the applicable section of this Article;

(2) Indicate the amount of the fine;

(3) Give notice to the violator that he or she must pay the fine within 30 days or appeal the ticket; and

(4) Describe the procedures to be followed in either paying such fine or electing not to pay such fine and requesting a hearing before a county court official concerning the violation, and the penalty for failure to comply with the directions on the ticket. A sequential numbering system shall be used.

d) Computation of time. If the last day of any time period described in this section falls on a Saturday, Sunday or legal holiday, the time period shall run until the end of the next day which is neither a Saturday, a Sunday nor a legal holiday.

e) The civil municipal code fine for the first violation of this ordinance shall be $100.00 per violation, plus any applicable administrative costs and/or court costs.

f) Increased civil municipal code fines may be imposed for repeated violations of this ordinance. A "repeat violation" is a second or subsequent violation of this ordinance committed within six (6) months of a prior violation and for which the violator admits responsibility or is found guilty.

g) The civil municipal code fine for the first repeat violation shall be $150.00, plus any applicable administrative costs and/or court costs.

h) The civil municipal code fine for a second or any subsequent repeat violation thereafter shall be $300.00, plus any applicable administrative and/or court costs.

Sec. 46-104. - Payment of fine; appeals.

a) Violations of this division shall be referred to the county court for the county of the Fifth Judicial Circuit.

b) An individual receiving a ticket pursuant to this section shall have 30 days from the date of issuance to pay the fine per the instructions on the ticket or request an appeal per subsection (c) below.

c) Appeal of civil municipal code fine ticket.

(1) Any individual who receives a civil ticket issued pursuant to the requirements of this chapter may voluntarily elect to appeal the ticket and request a hearing within 30 days from issuance of the ticket, by requesting an appeal with the county court for the county of the Fifth Judicial Circuit per the instructions on the ticket.

(2) Any person who elects to appear before a designated official to present evidence waives his or her right to pay the fine cited on the ticket. The official, after a hearing, shall make a determination as to whether a violation has been committed and may impose a civil penalty or the fine amount designated on the ticket, plus court costs.

d) Failure to pay fine. If the fine is not paid within 30 days from issuance, and no appeal is filed, then the appearance before the county court of persons who fail to comply with the provisions of this division will be compelled by the issuance of a summons by the deputy clerk of the court for the county of the Fifth Judicial Circuit. A warrant shall be issued by the court for the arrest of any person who fails to appear in response to such summons.

Sec. 46-104. - Revenue Generated from Launch Fees

a) All revenue generated from launch fees will be placed in a restricted fund to be used for City park projects or improvements related to boating and/or parks having boat or watercraft launches.

SECTION 3. CONFLICTS. In any case where a provision of this Ordinance is found to be in conflict with a provision of any other ordinance of this City, the provision which establishes the higher standards for the promotion and protection of the health and safety of the people shall prevail.

SECTION 4. SEVERABILITY. If any section, sentence, phrase, word, or portion of this Ordinance is determined to be invalid, unlawful, or unconstitutional, said determination shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word, or portion of this Ordinance not otherwise determined to be invalid, unlawful, or unconstitutional.

SECTION 5. CODIFICATION. The provisions of this Ordinance shall be codified as and become and be made a part of the City of Dunnellon Code of Ordinances. The sections of this Ordinance may be renumbered or re-lettered to accomplish such intention and the word "Ordinance," or similar words, may be changed to "Section," "Article," or other appropriate word. The Code codifier is granted liberal authority to codify the provisions of this Ordinance.

SECTION 6. EFFECTIVE DATE. This Ordinance shall become effective on April 1, 2023.

Upon motion duly made and carried, the foregoing Ordinance was approved upon the first reading on the 9th day of January, 2023.

Upon motion duly made and carried, the foregoing Ordinance was approved and passed upon the second and final reading and public hearing on the 15th day of March, 2023.

Ordinance Posted on the City's website on January 5, 2023. Public hearing advertised on the City's website on February 16, 2023 and advertised in the Riverland News on February 24, 2023.

ATTEST:

Amanda L. Odom, CMC
City Clerk

CITY OF DUNNELLON

Wallace Dunn, II, Vice-Mayor

Approved as to Form:

Andrew J. Hand, City Attorney

CERTIFICATE OF POSTING

I HEREBY CERTIFY that copies of the foregoing Ordinance were posted at City Hall, the Chamber of Commerce, and Dunnellon Library, in the City of Dunnellon, Florida, and on the City's Official Website this 5th day of January, 2023.

Amanda L. Odom, CMC
City Clerk

CITY OF DUNNELLON

20750 RIVER DRIVE
DUNNELLON, FL 34431
(352) 465-8500
FAX (352) 465-8500

APPLICATION #PZ20250001 FOR VARIANCE #VAR2025-01

Property Owner: GH&G FLORIDA LLC

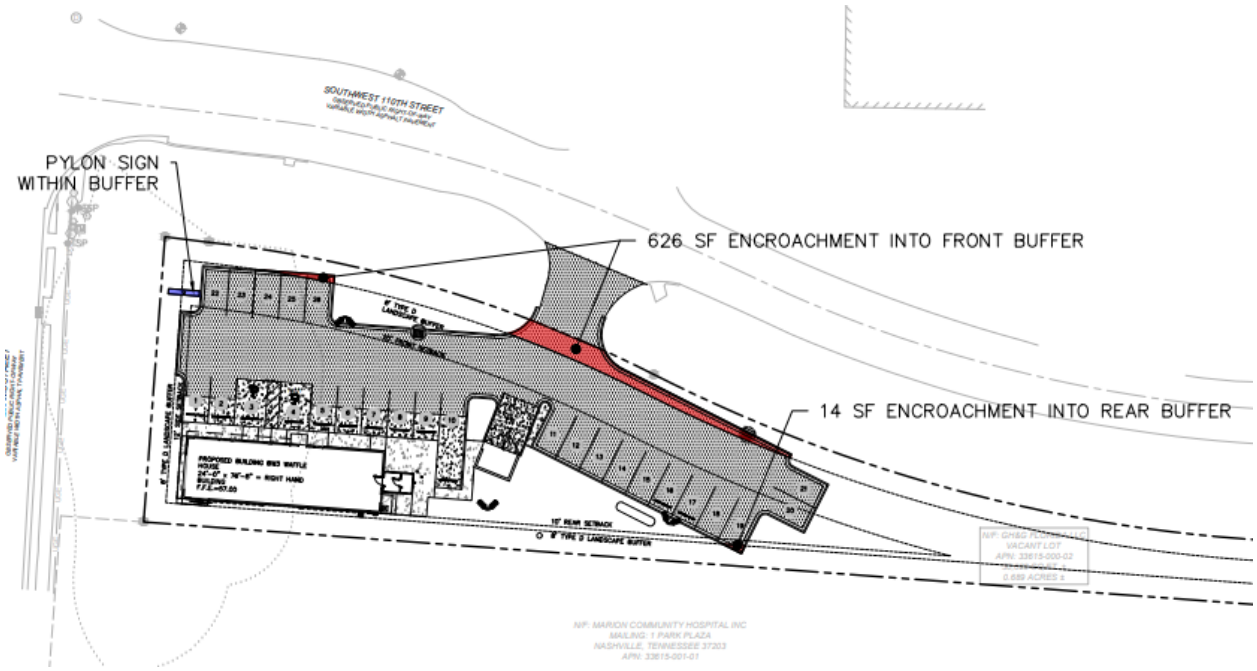
Parcel: 33615-000-02
Acres: 0.690000

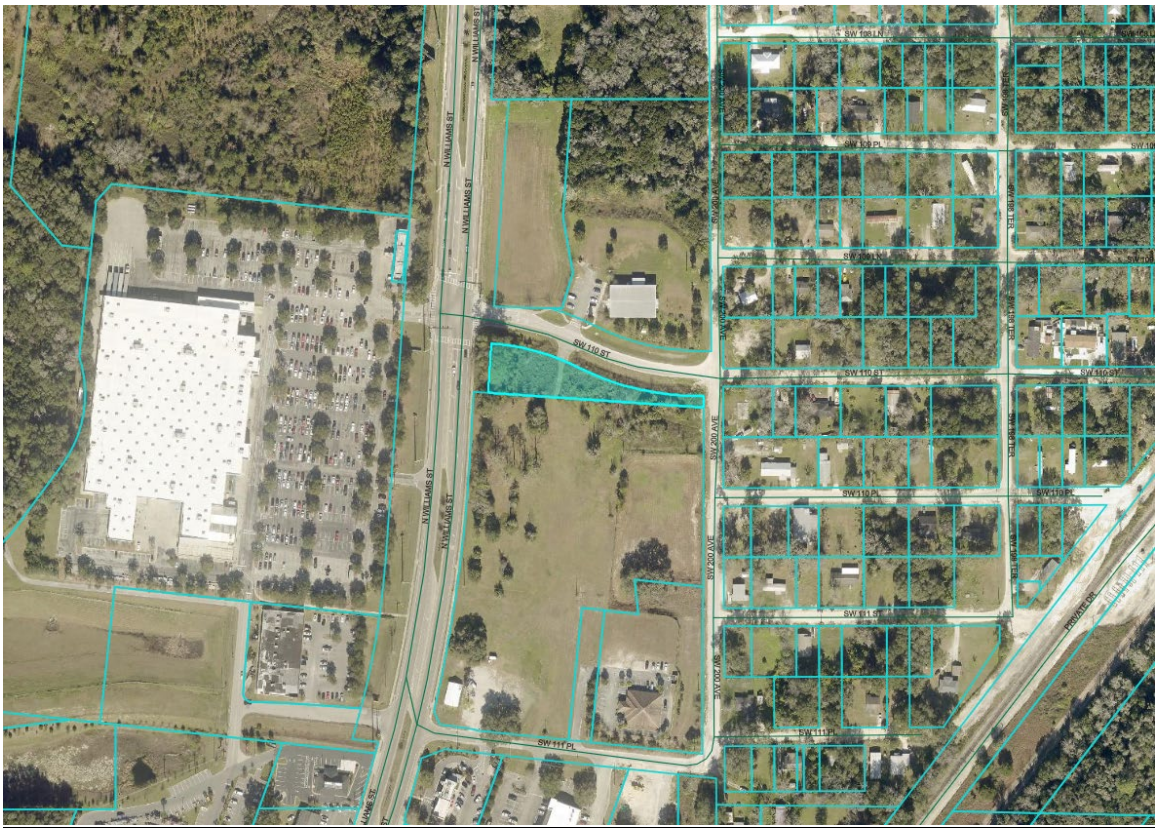
Property Legal Description:

SEC 26 TWP 16 RGE 18
COM AT THE SE COR OF NE 1/4 OF SEC 26 TH N 00-23-30 E 873.21 FT TO THE POB TH N 85-45-19 W 508.20 FT TH N 04-16-36 E 109.96 FT TH S 82-54-24 E 17.09 FT TO A CURVE TO THE RIGHT HAVING A RADIUS OF 500 FT A CENTRAL ANGLE OF 20-34-48 A CHORD BEARING & DISTANCE OF S 73-24-00 E 179.63 FT TH ALONG ARC OF CURVE 179.59 FT TO THE PT OF REVERSE CURVATURE HAVING A RADIUS OF 600 A CENTRAL ANGLE OF 25-06-54 A CHORD BEARING & DISTANCE OF S 75-38-47 E 260.90 FT TH ALONG ARC OF CURVE 263 FT TH S 88-19-07 E 57.87 FT TH S 00-17-25 W 27.75 FT TO THE POB

Property is located at the intersection of N Williams St & SW 110th St.

Property Owner is requesting variance from **Article X, Section 10.8.1- General Buffer Requirements.**


SOUTHWEST 110TH STREET
PYLON SIGN WITHIN BUFFER
626 SF ENCROACHMENT INTO FRONT BUFFER
14 SF ENCROACHMENT INTO REAR BUFFER
10' REAR SETBACK
8' TYPE D LANDSCAPE BUFFER
N/F: MARION COMMUNITY HOSPITAL INC
MAILING: 1 PARK PLAZA
NASHVILLE, TENNESSEE 37203
APN: 33615-001-01


N WILLIAMS ST
SW 110 ST
SW 111 PL
SW 200 AVE
SW 110 PL
PRIVATE DR

Section 17.2 - Requirements for variances.

No variance from the terms of the zoning code shall be authorized by the board unless the board finds that all of the following facts and conditions exist:

1. Special conditions and circumstances exist which are peculiar to the land structure or building involved and which are not applicable to other lands, structures, or buildings in the same zoning district.
    - Without the requested variance, the Applicant's Property will face a significant hardship. Due to the unique dimensions of the lot, it is challenging to comply with the required landscape buffers, parking space allocations, and drive aisle widths. Granting the variance for the landscape buffer would enable the Applicant to meet the remaining zoning requirements. Without this relief, the Property cannot accommodate the construction of a restaurant and will be restricted in its ability to support ongoing business operations.
2. The special conditions and circumstances do not result from the actions of the applicant.
    - The conditions and circumstances of the property are inherent and do not result from the actions of the applicant.
3. Granting the variance requested will not confer on the applicant any special privilege that is denied by ordinance to other lands, buildings, or structures in the same zoning district.
    - Grant of the requested variance will not confer any special privilege that is denied by ordinance to other lands, buildings, or structures in the same zoning district.
4. Literal interpretation of the provisions of the ordinance would deprive the applicant of rights commonly enjoyed by the other properties in the same zoning district under the terms of the ordinance and would work unnecessary and undue hardship on the applicant.
    - The parking requirements for restaurants in Dunnellon are 1 space per every 3 seats plus 1 space per 2 employees. The building has 48 seats, requiring 16 spaces, and there will be 12 employees, requiring an additional 6 spaces for a total of 22 parking spaces. Without the buffer encroachment variance, the site layout will not be able to accommodate eh minimum parking set forth by the City Ordinances. The Landscape Buffer would also prevent the property from having the minimum 24' drive aisle.

5. The Variance granted is the minimum variance that will make possible the reasonable use of the land, building, or structure.
    - Design of the site has been done to minimize the amount of encroachment and to satisfy the other remaining codes, excluding the required Landscape buffer.
6. The grant of the variance will be in harmony with the general intent and purpose of the ordinance and such variance will not be injurious to the area involved or otherwise detrimental to public welfare.
    - The property directly adjacent to the South and West of the site is zoned B-4 and is currently being operated as a shopping center with various businesses i.e. restaurants, Ice Cream shop, etc. There are two similar properties to the West including McDonald's and Pizza Hut restaurants, both of which are zoned B-4. The property to the South is a large field currently being used for a produce stand and at the Southeast of the property is a medical office. Located to the Northwest is a small shopping plaza and a Walmart Superstore. Allowing an encroachment on the landscape will not create a disharmony with existing buildings and uses in the B-4 district and would not be injurious to existing buildings along the Hwy 41 corridor.

City of Dunnellon

Agenda Summary Form

Meeting Date: August 13, 2025

1. Responsible Department: Public Works
2. Presenter: Chad Ward, Public Works Manager
3. Recommended Action: Authorize the purchase of a 2023 Ford F250SD Lariat Pickup Truck in the amount of $34,999 after trade in.

Subject: Purchase Approval Request

Request for Approval Summary Explanation & Background:

Staff obtained proposals for comparable vehicles through various dealerships as follows:

1. Nick Nicholas Ford $34,999.00
2. Beck Ford $40,672.93
3. Honda of Ocala $48,090.38

Based upon the proposals received, it is staff's recommendation to purchase the 2023 Ford F250SD Pickup Truck from Nick Nicholas Ford as a single/sole-source for the following reasons: Price, mileage, tow package, towing capacity, vehicle color, and fuel type.

The new truck will replace Vehicle #17, Year 2022 Ford F150 VIN#1FTEX1EB7NKE33974. This vehicle is declared surplus by Resolution #RES2025-24 and will be used as a trade-in.

Procurement Method: Written Proposals

Fiscal Information: $50,000 budgeted for FY2024-25, funded by 1% Discretionary Sales Surtax Reserve.

Attorney Review: N/A

CITY OF DUNNELLON

CPTAG Application Cover Sheet – Fiscal Year 2025–2026

Project Overview	
Project Title	Land Development Code & Zoning Map Update
Funding Requested	$60,000
Project Timeline	November 2025 – May 30, 2026

Applicant Contact	
Municipality	City of Dunnellon
FEID	59-6000311
Mailing Address	20750 River Drive Dunnellon, FL 34431
Contact Person	William Ary, Community Development Manager
Email	wary@dunnellon.org
Phone	(352) 465-8500

Enclosed Documents

- ✓ Executive Summary
- ✓ Scope of Work (Deliverables/Tasks)
- ✓ Project Timeline & Fees
- ✓ Consultant Profile
- ✓ Funding Request Letter from City

CITY OF DUNNELLON

Community Planning Technical Assistance Grant Proposal

Fiscal Year: 2025–2026
Project Title: Land Development Code Update
Date Submitted: July 29, 2025
Applicant Contact: William Ary, Community Development Manager
20750 River Drive, Dunnellon, FL 34431
wary@dunnellon.org | (352) 465-8500

Executive Summary

The City of Dunnellon seeks funding through Florida Commerce's CPTAG program to update its Land Development Code (LDC) that will follow the Comprehensive Plan update that is currently underway. The LDC update will ensure consistency with the City's newly adopted Comprehensive Plan Goals, Objectives and Policies and better align with current development trends, sustainability goals and community priorities. The update process will be conducted in five phases, each designed to ensure that the final LDC is comprehensive, clear, and reflective of the City's growth needs.

Requested Grant Amount: **$60,000**

Project Duration: **November 2025 – May 30, 2026**

Project Deliverables: **Updated Land Development Code, Zoning Map Update, & Adoption Ordinances.**

Scope of Work (Deliverables / Tasks)

Deliverable/Task 1 –Project Initiation & Assessment

- Facilitate project kickoff meeting.
- Establish communication protocol with City Staff and City Attorney's Office.
- Comprehensive review of the City's existing LDC.
- Analyze current regulations to evaluate strengths and weaknesses, focusing on areas where improvements are needed.
- Develop community profile (key demographics / trends) identifying community values, sustainability, and strategies for growth.
- Establish framework that incorporates community values, long-term sustainability and growth strategies.
- Ongoing coordination/project management throughout project.

Deliverable/Task 2 – Research & Analysis

- Research and analyze existing City documents (current zoning practices, land use policies, zoning map, and sustainability standards), as well as recent Florida Statutes research, review and analysis.
- Stakeholder interviews (Internal/City staff only) with various departments to understand the effect of these documents in actual practice.
- Preparation of initial Amendment Matrix.

Deliverable/Task 3 – Drafting the Updated Land Development Code & Zoning Map

- Full redrafting of Land Development Code text and structure, including a preliminary draft of the updated LDC based on the findings of the previous two phases. Emphasis will be placed on regulations that will allow for balanced growth while preserving the community's cultural and environmental assets.
- Definitions update and reformatting for ease of use.
- GIS analysis of current Zoning Map for inconsistencies with Future Land Use Map.
- Preliminary zoning map in GIS for consistency with Future Land Use designations.

Deliverable/Task 4 – Public Engagement

- Routinely post project information on the City's website to keep the public informed of the status of the project.
- City staff will maintain the online information updated and provide consultant with any feedback received.
- Public will be notified about / invited to participate in the three (3) public hearings in Task 5. Finalization & Adoption.

Deliverable/Task 5 – Finalization & Adoption

- City staff, legal and consultant review of final draft of LDC and zoning map.
- Consultant to prepare edits based on feedback from City staff and City Attorney review.
- Preparation for and presentation at three (3) public hearings and two (2) at City Commission for adoption.
- Include edits (as applicable) following Plan Commission prior to City Council adoption.
- Scrivenor's errors level minor edits following City Council for finalization.

Project Timeline & Fees

Deliverable Tasks	Description	Deadline	Payment Not to Exceed
1	Project Initiation & Assessment	November 2025	$10,000
2	Research & Analysis	February 28, 2026	$10,000
3	Drafting the Updated Land Development Code & GIS Analysis of Zoning Map	March 2026	$30,000
4	Public Engagement & Revisions	April 2026	$7,500
5	Finalization & Adoption of Code & Updated Zoning Map	May 30, 2026	$2,500
		Total	**$60,000**

Consultant Profile

Firm: eda consultants, inc.
Contact: Clay Sweger, AICP, LEED AP, Director of Planning
Email: csweger@edafl.com
Phone: (352) 373-3541
Website: www.edafl.com

Experience Highlights (eda)

- Firm includes three AICP certified planners with over 75 combined years of Florida land use and comprehensive planning experience.
- Experienced local government planning consultants, currently providing public comprehensive and current planning services for the municipalities of Hawthorne and Waldo in Alachua County, Dunnellon in Marion County and White Springs in Hamilton County.
- Expertise in rural planning, resilience integration, statutory compliance.
- GIS and visualization capabilities using ESRI ArcGIS and CADD.
- Strong community engagement track record in public planning using a variety of platforms.

Statement of Qualifications available upon request.

Funding Request Letter

See attached cover letter from Mayor Walter Green.

CITY OF DUNNELLON

20750 River Drive
Dunnellon, FL 34431
(352) 465-8500
FAX (352) 465-8505

July 29, 2025

Florida Commerce
Bureau of Community Planning and Growth
Division of Community Development
CPTAgrants@Commerce.fl.gov
107 East Madison Street, MSC 160
Tallahassee, FL 32399–4120

Subject: CPTAG Application – Land Development Code Update

Dear Florida Commerce Review Committee:

On behalf of the City of Dunnellon, I respectfully submit this application for the **Community Planning Technical Assistance Grant (CPTAG)** for fiscal year 2025–2026. This funding will support our initiative to update the City's Land Development Code, which will be required subsequent to the Comprehensive Plan update that is currently underway to bring the City into full compliance with Florida Statutes §§163.3177 and 163.3191.

As a small municipality, Dunnellon faces unique planning challenges tied to staffing limitations, infrastructure constraints, and resilience needs. The grant funding will allow us to engage professional planning consultants to assist in evaluating and updating the existing Land Development Code and Zoning Map throughout the process to completion (ordinance adoption).

We are requesting $60,000 to complete this important project. A full Scope of Work and budget estimate are included in the attached proposal.

We appreciate Florida Commerce's commitment to supporting communities like ours and look forward to the opportunity to strengthen our planning framework.

Sincerely,

_____
Walter L. Green, Mayor, City of Dunnellon

City of Dunnellon

Agenda Summary Form

Meeting Date: August 13, 2025

1. Responsible Department: Community Development
2. Presenter: William Ary, Community Development Manager
3. Recommended Action: Following two public hearings, approval of Ordinance #ORD2025-02

Subject: Ordinance #ORD2025-02 Approval of zoning change to Parcel ID #34529-002-00

Request for Approval Summary Explanation & Background:

This will be the second presentation to the City Council. Following the first reading on July 16th, it was discovered this city-initiated rezone requires two advertised public hearings in accordance with F.S. 166.041(3)(c)(2) because the affected property is greater than 10 acres. The first public hearing will be held on August 13th and the second public hearing will be held on September 10th.

The city is seeking to adopt an ordinance to change the zoning classification from A-1 Agricultural to (R-1) One-Family Dwelling Residential for real property identified on the Marion County tax rolls as Parcel Number 34529-002-00 comprising +/-15.18 acres. This ordinance was initiated by the City of Dunnellon after discovering the property's current zoning classification of Agricultural is not consistent with its future land use of Low-Density Residential. This change will provide consistency between the two land use designations.

It is staff recommendation this item be approved.

Procurement Method: N/A

Fiscal Information: N/A

Attorney Review: Yes

RESOLUTION #RES2025-20

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF DUNNELLON ADOPTING PERSONNEL MANUAL AMENDMENTS AND CHANGES TO ARTICLE X, SECTION 6.1 PAY AND CLASSIFICATION PLAN AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the attached amendments and changes titled "Exhibit A" to the personnel manual have been studied and reviewed by the City Council; and

WHEREAS, the City Council believes that the adoption of these amendments and changes is in the best interest of the City of Dunnellon.

NOTE: Underlined words of Schedule "A" of this Resolution constitute new text of the Personnel Manual. Words ~~stricken~~ are deletions.

NOW, THEREFORE, be it resolved by the City Council of the City of Dunnellon, Florida this _____ day of _____ 2025 that:

1. City of Dunnellon Personnel Manual, Article X, Section 6.1 is attached as "Exhibit A" and incorporated herein by reference, shall be amended as indicated.
2. If any portion of this Resolution is declared unconstitutional or if the applicability of this Resolution or any portion thereof to any person or circumstances shall be held invalid, the validity of the remainder of this Resolution and the applicability of this Resolution, or any portion thereof to other persons or circumstances, shall not be affected thereby.
3. All resolutions and parts of resolutions in conflict with this Resolution are hereby repealed.
4. The effective date of this resolution shall be the _____ day of _____ 2025.

ATTEST: **CITY OF DUNNELLON, FLORIDA**

_____ _____

Amanda L. Odom, CMC Walter L. Green, Mayor
City Clerk

Approved as to form and legality:

_____

Andrew J. Hand, City Attorney

EXHIBIT A
RESOLUTION #RES2025-20
PERSONNEL MANUAL AMENDMENTS
Article X Pay and Classification Plan
SECTION 6 - SALARY PLAN/PAY CLASSIFICATIONS
~~FOR NON-BARGANINING UNIT PERSONNEL~~

6.1 - PAY CLASSIFICATION BY GRADE

CLASSIFICATION/TITLE	PAY GRADE	MINIMUM	MAXIMUM
Beach/Park Attendant (min wage)	101	27,040	35,942
~~Service Worker I~~	~~106~~	~~31,200~~	~~42,562~~
Accounting Clerk (part-time)	106	31,200	42,562
PT Staff Assistant/Public Works	106	31,200	42,562
~~PT Staff Assistant/Police~~	~~106~~	~~31,200~~	~~42,562~~
Service Worker I	108	33,529	46,056
Planning and Zoning Assistant	10~~98~~	35,360~~33,529~~	48,513~~46,056~~
~~Service Worker II~~	~~108~~	~~33,529~~	~~46,056~~
CSR/Administrative Assistant	109	35,360	48,513
Staff Assistant/Records Clerk	109	35,360	48,513
~~Accounting Clerk (full-time)~~	~~109~~	~~35,360~~	~~48,513~~
~~Administrative Assistant/Police~~	~~110~~	~~37,440~~	~~49,920~~
~~Public Works Field Supervisor~~ Service Worker II	~~112~~116	~~39,520~~45,000	~~52,520~~ 60,000
~~Planning and Zoning Supervisor~~	~~116~~	~~45,000~~	~~60,000~~
Accountant	116	45,000	60,000
Assistant City Clerk	118	49,054	69,458
Finance Officer	120	60,000~~54,080~~	~~77,701~~ 83,621
Public Works Manager	120	60,000~~54,080~~	~~77,701~~83,621
Community Development Manager	120	60,000	83,621
~~Police Captain~~	~~121~~	~~60,014~~	~~88,132~~

Police Chief/Emergency Management Coordinator	122	62,790	92,209
City Clerk/HR Manager	130	65,322	94,741

RESOLUTION #RES2025-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNNELLON, PROVIDING FOR LEGISLATIVE FINDINGS; SETTING FORTH ADMINISTRATIVE DESIGNATIONS CONSISTENT WITH THE REQUIREMENTS OF SECTION 177.071, FLORIDA STATUTES (2025); PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE; AND PROVIDING FOR SUNSET.

WHEREAS, s. 177.071, *Florida Statutes*, as amended by SB 784 (the "Act"), which took effect on July 1, 2025, requires that a plat or replat submitted under the Act be administratively approved if the plat or replat complies with the requirements of s. 177.091, *Florida Statutes*; and

WHEREAS, the Act requires the City of Dunnellon to designate, by ordinance or resolution, an administrative authority to receive, review, and process a plat or replat submittal, which designation shall include designation of an administrative official responsible for approving, approving with conditions, or denying a proposed plat or replat; and

WHEREAS, the City Council of the City of Dunnellon acknowledges the requirements of the Act, its obligation to comply with the Act's requirements, and the preemption of the City's authority to prescribe the plat approval process as currently set forth within the City's Land Development Code; and

WHEREAS, the City Council of the City of Dunnellon acknowledges that it is necessary for the City to amend its Land Development Code in order to ensure consistency with the requirements of the Act; and

WHEREAS, accordingly, the City Council of the City of Dunnellon has determined that it is necessary, via resolution, to designate an administrative authority to receive, review, and process a plat or replat submittal and an administrative official to approve, approve with conditions or deny applications for same, until such time as the City's Land Development Code can be amended to ensure consistency and comply with the requirements of the Act; and

WHEREAS, the City Council of the City of Dunnellon has determined that the administrative designations set forth herein are in the best interests of the City and the health, safety, and welfare of its citizens.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF DUNNELLON, FLORIDA, AS FOLLOWS:

SECTION 1. LEGISLATIVE FINDINGS. The foregoing recitals are hereby adopted as the legislative findings of the City Council of the City of Dunnellon, Florida.

SECTION 2. ADMINISTRATIVE DESIGNATIONS. Given the preemption regarding plat processing and approval authority set forth in the Act, and notwithstanding any conflicting provision(s) set forth within the City's Land Development Code:

1) the City's Community Development Department is hereby designated as the administrative authority to receive, review, and process plat or replat submittals; and

2) the Community Development Manager, City Clerk, or City Clerk's designee, is hereby designated as the administrative official responsible for approving, approving with conditions, or denying a proposed plat or replat.

SECTION 3. SEVERABILITY. If any section, sentence, clause, or phrase of this Resolution is held to be invalid or unconstitutional by any court of competent jurisdiction, then all remaining provisions and portions of this Resolution shall remain in full force and effect.

SECTION 4. CONFLICTS. All resolutions in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect immediately upon its passage.

SECTION 6. SUNSET. This Resolution shall remain effective until such time as it is repealed and/superseded by subsequent resolution and/or until such time as the City amends its Land Development Code to address the requirements of the Act, at which time this Resolution and the designations set forth herein shall sunset and no longer remain in effect.

DONE AND RESOLVED in regular session of the City Council of Dunnellon this ____ day of _____, 2025.

CITY OF DUNNELLON, FLORIDA

_____
Walter L. Green, Mayor

ATTEST:

_____
Amanda L. Odom, CMC, City Clerk

RESOLUTION #RES2025-24

A RESOLUTION OF THE CITY OF DUNNELLON, FLORIDA, DECLARING CERTAIN PROPERTY AS SURPLUS AND PROVIDING FOR DISPOSAL THEREOF.

WHEREAS, The City of Dunnellon has certain property that is considered as surplus; and

WHEREAS, The City of Dunnellon wishes to dispose of said property by the disposal method listed below.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Dunnellon, Florida, on this 13th day of August 2025, that:

The property outlined below is declared as surplus and shall be disposed of via trade.

- 2022 Ford F150 Pickup VIN#1FTEX1EB7NKE33974

Upon motion duly made and carried, the foregoing resolution was adopted by the City Council of the City of Dunnellon this 13th day of August 2025.

ATTEST:

_____
Amanda L. Odom, CMC
City Clerk

CITY OF DUNNELLON, FLORIDA

_____
Walter L. Green, Mayor

Approved as to form:

_____
Andrew J. Hand, City Attorney